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## Education:

**Chiang Mai University**, Chiang Mai, Thailand  
TEFL Certification, September 2010

**Belmont University**, Nashville, TN  
BFA Design Communications Emphasis: Studio Art, May 2010  
Cum Laude, Dean's List, President of Student Art Council

## Experience:

**Nashville International Center for Empowerment**, Nashville, TN  
**Health and Matching Grant Coordinator**, March 2012 – Present

- Created and launched health program serving approximately 300 refugees and immigrants
- Develop and implement educational health programming in partnerships with community leaders, non-profits, health care providers, local universities, and volunteers
- Constructed in-home comprehensive basic health, hygiene, and sanitation curriculum used to provide one-on-one health education for refugee families
- Manage program content and finances and report on federal and private grants
- Provide monthly health screenings, difficult medical case assistance, fitness class, and culturally-integrated nutrition education
- Case management and financial reporting for refugee cash assistance program
- Received Best Matching Grant Program award from two national funders

**The Center for Refugees and Immigrants of Tennessee**, Nashville, TN  
**Site Coordinator**, August 2011 – August 2012

- Supervised and administered daily after school programming for fifteen to twenty refugee middle school students
- Developed and refined culturally competent curricula for English language, nutrition, physical fitness, cooking, and community enhancement courses
- Provided enhancement lessons in the fine arts through the creation of local partnerships
- Recruited, oriented, and managed interns and volunteers in program support roles

**Payap Technology and Business College**, Chiang Mai, Thailand  
**ESL Teacher**, October 2010 – May 2011

- Served as a lead teacher in seven English language courses for classes of thirty to forty secondary school students.
- Lead groups in organizing and creating festival celebrations in a low-resource setting
- Designed printed marketing materials in varying English language levels
- Collaborated with colleagues to improve English language curricula

**We Women Foundation**, Chiang Mai, Thailand  
**ESL Volunteer**, January 2011 – May 2011

- Established university entry test preparation lessons for Burmese refugees
- Provided one on one tutoring for Burmese refugees in English language instruction

## Skills and Expertise:

Adobe Creative Suite, Windows and Mac Operating Systems, Microsoft Office, Intermediate French